



# PANHANDLE HEALTH DISTRICT

*Healthy People in Healthy Communities*

8500 N. ATLAS ROAD  
HAYDEN, IDAHO 83835  
<http://www2.state.id.us/phd1>

## DISTRICT 1 BOARD OF HEALTH MEETING 8500 N. ATLAS ROAD, HAYDEN, IDAHO 83835 February 28, 2008 Minutes

### Board Members Present:

Marlow Thompson, Chairman  
Chris Beck, Vice Chairman  
Allen Banks, Ph.D.  
Sharon Connors  
Dale VanStone

### Members Absent:

Walt Kirby  
Richard McLandress, M.D.

### Staff Present:

Jeanne Bock  
Mary DeTienne  
Jim Fenton  
Mashelle Kenney  
Dick Martindale  
Dale Peck  
Cynthia Taggart  
Lora Whalen

### Guests Present:

Jerry Mason

Chairman Thompson called the Board of Health meeting to order at 1:00 p.m.

### Review of Minutes—January 31, 2008, Board of Health Meeting— Marlow Thompson

Chairman Thompson asked if there were any corrections or changes to the minutes of the January 31, 2008, Board of Health meeting.

**MOTION:** Mr. VanStone moved to approve the minutes of the January 31, 2008, Board of Health meeting; seconded by Mr. Beck. All in favor; passed unanimously. Minutes approved as submitted.

### BSU Public Health Nursing Study Summary – Lora Whalen

Ms. Whalen presented a study conducted by Jeri Bigbee, Ph.D., from Boise State University, on Public Health Nursing. The study included the public health nurses in the seven health districts of Idaho, for a total of 124 public health nurses. Findings for District 1 were consistent throughout the state and included:

- Public health nurses are very educationally diverse. District 1 has the highest rate of public health nurses with a Bachelor of Science in Nursing (BSN) degrees.
- The top reasons that attract nurses to public health nursing are lifestyle, service minded, prevention and job availability.
- Money and work environment (rules, paperwork) are the least satisfying aspects of the job.
- A majority of the public health nurses see themselves at the Health District in the next five years.
- Public health nurses felt that communication and interpersonal skills were the number one perceived competency levels of public health nurses.
- Recommendations of public health nurses were to address the dominant dissatisfying factors and target the young in recruitment.

Ms. Whalen concluded stating that the public health nurses very much appreciate the good benefits of the health district.

### **IAB Legislative Report – Jeanne Bock**

Ms. Bock reported on the weekly conference calls with the Trustees.

- SB 1384 passed the Senate and goes to the House. Letters encouraging support were sent to the Senators and when that passes, we have letters prepared to send to the House.
- Midwifery Legislation testimony is still being taken. District 1 did not take a stand on this legislation. Districts 2, 7, 4 are opposing.
- Changes to the food code adding Norovirus as an excludable disease and intermittent establishments was passed by both Senate and House committees.

### **Environmental Health Actions – Dale Peck**

- **Vested Rights Policy 5-2**

The Vested Rights policy was passed by the Board as a policy in 2006, and then passed by the legislature in last year's legislation. Since the rule is now in place as state law, PHD's policy can be eliminated.

**MOTION:** Mr. Beck moved to eliminate the Vested Rights Policy 5-2; seconded by Dr. Banks. All in favor; passed unanimously. Motion carried.

- **Athol Resolution**

Mr. Peck explained the history of Sewage Management Agreements (SMA) and that they were agreements with cities to limit construction over the aquifer until they move forward to a municipal system. The City of Athol has had an SMA with PHD for nearly 30 years. They currently have 55 Equivalent Residences (ERs) remaining, even though they have allowed commercial construction, and annexed more property into the city. Once the remaining 55 ERs are allocated, no additional septic systems will be allowed in the City of Athol.

Mr. Peck is asking the Board to notify the City of Athol that they will lose the ability to permit new facilities once the 55 ER's are allocated. He has prepared a letter for Chairman Thompson's signature that will give the city formal notice of their remaining ERs and that PHD will not be able to issue septic permits once those ERs are allocated.

Mr. Beck recommended that the letter go to each of the Athol City Council members as well.

**MOTION:** Dr. Banks moved to send the letter to the City of Athol Mayor and copy the City Council members; second by Mr. Beck. All in favor; passed unanimously. Motion carried.

- **Hayden Lake Recreational Water and Sewer District Included on New SMA Map**

The Hayden Lake Recreational Water and Sewer District (HLRWSD) have had an SMA with PHD for many years. They are asking PHD not to issue septic permits on lots within the boundaries of the SMA until they determine if sewer service is available. They would like the PHD Board to consider expanding the SMA that will coincide with the City of Hayden's area of city impact. Mr. Peck further explained that if sewer services are not available, PHD would then issue a permit.

Mr. Beck asked for clarification on an instance where a property was in the area of the SMA and sewer was determined available, but might be too far and very costly; could the HLRWSD deny a septic permit? And if denied, would that prevent PHD from issuing a permit. Mr. Beck suggested that issue be further investigated. Mr. Peck agreed to delay action until they could get some answers to these questions. Mr. Mason suggested requesting the HLRWSD board express their policy on development before a decision on this issue is made. Chairman Thompson requested that Mr. Peck ask the HLRWSD board what their desire is and send their thoughts or policies back to him in writing.

**MOTION:** Ms. Connors moved to table this issue until a future meeting while Mr. Peck researches this further; second by Mr. VanStone. All in favor; passed unanimously. Motion carried.

### **Fiscal Report – Jim Fenton**

- **FY08 Budget Revisions**

Mr. Fenton explained the need for the revisions to the FY08 budget and that the revisions are meant to make budget to actuals more in line with what the actual costs are. Mr. Fenton distributed a handout with proposed budget revisions by division, along with what the budget would look like after the revisions.

The revisions would address major budget issues, such as the St. Maries building project. The FACH budget reflects revenue that decreased along with positions that were decreased due to the loss of the Focus on Health program; Environmental Health has positions not filled; Health Promotion had a contract added; Home Health fees are under budget and reflected in the revision; revisions to Public Health Preparedness include contracts, software and hardware purchased; and Institutional Control Program (ICP) revisions reflect increases for the ICP basin start-up costs.

**MOTION:** Mr. VanStone moved to approve the FY08 budget revisions; seconded by Dr. Banks. All in favor; passed unanimously. Motion carried.

- **FY 09 Budget Assumptions**

Mr. Fenton presented the FY 09 budget assumptions to the Board.

### **Director's Report – Jeanne Bock**

- **St. Maries Building Project**

Mr. Fenton reported on the financing situation for the St. Maries building project. The latest information from PAC is that the bank is waiting for PAC's audit and an appraisal. Mr. Fenton asked for the Board's direction if they approve transferring money directly into a building fund and then borrowing less.

**MOTION:** Mr. VanStone moved to request that Mr. Fenton proceed with discussing with PAC what the impact of borrowing less money would be; seconded by Ms. Connors.

Discussion: Mr. Beck asked what the maximum amount is that PAC will loan. Mr. Fenton will report his findings from PAC to the Board.

All in favor, passed unanimously.

Mr. Fenton asked for the Board's approval to move funds out of the building fund, approximately \$614,000 to pay for expenses on the St. Maries project.

**MOTION:** Ms. Connors moved to allow Mr. Fenton to move funds (\$616,54.26) from the building fund to pay expenses on the St. Maries project; seconded by Mr. Beck. All in favor; passed unanimously. Motion carried.

- **Gordon Leuty Building Sale**

Ms. Bock would like Board's approval to allow Chairman Thompson to sign the transaction agreement with the Benewah County Commissioners that Nancy Stricklin and Nancy Wolfe developed for receipt of \$50,000, earnest money, towards the purchase price of \$226,500 for the Leuty building. This is 60% of the appraised value of \$377,500. Forty percent of the selling price already resides with Benewah County since they gave Panhandle Health District the land to build the Leuty building on.

Per Mr. Mason, PHD and Benewah County will need to publish a notice announcing when the next

Board meeting will be so that the public will have an opportunity to submit comments in regards to the sale of the property, per IC 67-2323. Chairman Thompson will postpone acting on the purchase agreement until the announcement has been published and any public comments are considered.

**MOTION:** Mr. VanStone moved that the Board allow Chairman Thompson to sign the agreement approving the transaction with the Benewah County Commissioners for the purchase of the Leuty building, contingent upon publishing a notice in the newspaper and following the sale of property process; seconded by Mr. Beck. All in favor, passed unanimously. Motion carried.

▪ **Food Establishment Committee**

The Resolution adopted by IAB was included in the board packets. The Trustees and CODD have asked Russ Duke and Rene LeBlanc to chair a liaison group to start with full fees and negotiate down to a possible share if necessary. Ms. Bock is seeking assurance from the Board if they still wish to proceed with full-fee costs based on a tiered system.

Mr. Peck reported that the Environmental Directors agreed that a tiered system would be too difficult to justify and propose a flat fee, around the \$300 range. They are also proposing that each district set these fees as with other programs.

The Board supports proceeding towards a full-fee system.

▪ **Computer, Telephone and Information Systems Acceptable Use Policy (ERT 5-1)**

Ms. Bock explained the changes to Policy 5-1. Cell phone and camera phone use were added to the policy. Mr. Beck suggested that on page 3 of the policy, the word "district" be removed from item "o".

**MOTION:** Mr. Beck moved that the Board approve the Computer, Telephone and Information Systems Acceptable Use Policy (5-1) striking the word "district" on page 3; seconded by Mr. VanStone. All in favor; passed unanimously. Motion carried.

▪ **Idaho Ground Water Protection Interagency Cooperative Agreement**

This agreement was signed by Ed Marugg as chairman of the Conference of District Directors for all public health districts.

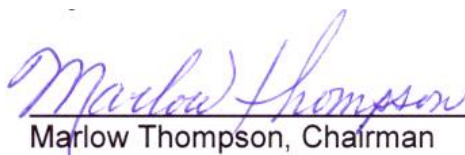
▪ **Executive Session to Discuss Legal Matters - Pursuant to IC 67-2345(b)**

**MOTION:** At 3:20 p.m., Mr. Beck moved that the Board go into Executive Session to discuss legal matters pursuant to Idaho Code 67-2345(b); seconded by Dr. Banks. Roll call was taken – Chairman Thompson, Mr. Beck, Dr. Banks, Ms. Connors and Mr. VanStone were present. All were in favor of the motion; passed unanimously. Motion carried.

At 3:35, the Board returned to regular session.

There being no further business, the meeting adjourned at 3:35 p.m.

**Adjourn**

 03-27-08  
Marlow Thompson, Chairman      Date

 3-27-08  
Jeanne Bock, Director and      Date  
Secretary to the Board